

SIMPLE ROOT CAUSE ANALYSIS REPORT



ISSUE DETAILS		ISSUE TO REPORT				POSSIBLE ROOT CAUSE			SUGGESTED SOLUTIONS				
DATE ISSUE REPORTED	ID / TITLE / NAME	DESCRIBE ISSUE	EXPLAIN SOURCE	RATE HOW CRITICAL		DESCRIBE CAUSE	PROBABILITY	DETAILS	DESCRIBE SOLUTION	LIST ANY RISKS		DESCRIBE MEASUREMENT OF SUCCESS	
				<i>Rate how critical: Low, Medium or High</i>	<i>Justification</i>		<i>Rate probability: Low, Medium or High</i>	<i>List testing for clarification</i>		<i>Rate likelihood of risks: Low, Medium or High</i>	<i>Modification</i>	<i>Describe testing</i>	<i>Describe results</i>

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